

**STAFF MEETING MINUTES
LANCASTER COUNTY BOARD OF COMMISSIONERS
COUNTY-CITY BUILDING
ROOM 113
THURSDAY, OCTOBER 31, 2002
8:15 A.M.**

Commissioners Present: Bob Workman, Chair
Bernie Heier, Vice Chair
Larry Hudkins
Ray Stevens

Commissioners Absent: Kathy Campbell

Others Present: Kerry Eagan, Chief Administrative Officer
Gwen Thorpe, Deputy Chief Administrative Officer
Trish Owen, Chief Deputy County Clerk
Ann Taylor, County Clerk's Office

The Staff Meeting was called to order at 8:18 a.m.

AGENDA ITEM

1 APPROVAL OF MINUTES OF MEETING WITH COUNTY VILLAGES ON TUESDAY, OCTOBER 22, 2002 AND STAFF MEETING MINUTES OF THURSDAY, OCTOBER 24, 2002

MOTION: Heier moved and Stevens seconded approval of the minutes of the Meeting with County Villages on October 22, 2002. Stevens, Heier and Workman voted aye. Hudkins was absent from voting. Motion carried.

MOTION: Stevens moved and Heier seconded approval of the Staff Meeting minutes of October 24, 2002. Heier, Stevens and Workman voted aye. Hudkins was absent from voting. Motion carried.

2 ADDITION TO THE AGENDA

A. Assessment Center Director

MOTION: Stevens moved and Heier seconded approval of the addition to the agenda. Heier, Stevens and Workman voted aye. Hudkins was absent from voting. Motion carried.

ADDITION TO THE AGENDA

A. Assessment Center Director

Heier said he believes Gus Hitz, Youth Assessment Center Director, should work for the Department of Corrections and report directly to the Board. He asked that discussion of the issue be scheduled on a Staff Meeting agenda.

Eagan said the discussion is relevant in terms of the future direction of the Assessment Center. He said Sheryl Schrepf, Juvenile Mental Health Director, would like additional Assessment Center resources to be devoted to doing intakes for the state ward contract which would will leave staff less time available to do intake evaluations necessary to determine whether or not youth should be held in detention.

3 COMMISSIONER MEETING REPORTS

A. Lincoln Independent Business Association (LIBA) Monthly Meeting - Campbell, Heier

Heier and Stevens reported that the Event Center, Lincoln Convention & Visitors Bureau and an issue involving the Crete Public Schools bond issue were discussed.

Hudkins arrived at 8:25 a.m.

B. Parking Committee - Campbell

No report.

C. Public Building Commission (Special Meeting) - Campbell, Hudkins

Hudkins said direction is needed from the Board on whether to proceed with a contract with Piedmont Construction for a parking facility on Block 101.

4 PURCHASE OF TWO CRUISERS FOR SHERIFF'S DEPARTMENT - Terry Wagner, Lancaster County Sheriff; Bill Jarrett, Chief Deputy Sheriff

Bill Jarrett, Chief Deputy Sheriff, said he had asked the Purchasing Department to go out on an inquisitive bid to determine the worth and trade-in value of surplus Sheriff's Department vehicles, stating it was not his intent to undermine the authority of the Board.

Norm Agena, County Assessor, appeared and said he has selected one of the surplus vehicles for use by his department and was told others would be made available.

Jarrett reported \$13,700 in savings in the department's vehicle budget and said an additional \$4,100 was received from an insurance claim (hail damage to a patrol vehicle). He asked that the \$30,000 set aside in the Keno Fund to purchase vehicles for the County Assessor's Office be transferred to the Sheriff's budget and combined with the aforementioned funds to purchase two patrol vehicles and one prisoner transport vehicle. A lease was also suggested as an option for the prisoner transport vehicle.

In response to a question from Stevens, Jarrett said the patrol vehicles are the priority for the department.

Workman suggested leaving vehicles on the road for more than 100,000 miles.

Terry Wagner, Lancaster County Sheriff, said repair costs are a consideration and said he will request maintenance records.

MOTION: Hudkins moved and Heier seconded to authorize the County Sheriff to proceed with the purchase of two new patrol vehicles and to bring forth an estimate for a prisoner transport vehicle. Stevens, Workman, Hudkins and Heier voted aye. Motion carried.

The Board authorized Dave Kroeker, Budget and Fiscal Officer, to transfer \$30,000 out of the Keno Fund for the expenditure and to increase the Sheriff's budget by \$4,100 at year end, if needed.

5 UPDATE ON LANCASTER COUNTY AGRICULTURAL SOCIETY'S EVENT CENTER - Charles Willnerd, Lancaster County Agricultural Society President

Charles Willnerd, Lancaster County Agricultural Society President, said an audit covering the time period of December 1, 2001 through November 30, 2002 will be completed in January, 2003 and should reflect changes made since July, 2001. He also noted plans to form a Community Advisory Committee that will provide community input for the operation and off-season activities of the Lancaster County Fair Grounds (Exhibit A) and asked the Board to suggest members.

The following names were suggested: Mark Whitehead, Whitehead Oil; Tom Lorenz, Pershing Auditorium; Pat Lloyd, General Manager for the Nebraska State Board of Agriculture; and Bob Valentine, citizen. Representation from the Lincoln Lodging Association was also suggested. Willnerd asked the Board to forward additional names to him and to join the Ag Society in sending a joint letter of invitation to those asked to serve on the committee.

6 A) COMMUNITY EMERGENCY RESPONSE TRAINING (CERT) AND B) COUNTY-WIDE EMERGENCY COMMUNICATIONS - Doug Ahlberg, Emergency Management Director

A) Community Emergency Response Training

Doug Ahlberg, Emergency Management Director, said the Nebraska Emergency Management Agency (NEMA) has asked his department to consider providing Community Emergency Response Training (CERT) on a statewide basis. If the grant is received, the County will receive \$185,612 to conduct the training and to hire a project coordinator for one year. He said the project coordinator would also be able to assist with other duties.

In response to a question from Stevens, Ahlberg said the funding would be provided upfront and any savings could be used to continue the project coordinator's employment into the next fiscal year.

MOTION: Hudkins moved and Stevens seconded to authorize Doug Ahlberg, Emergency Management Director, to pursue the grant application in concert with the County Attorney's Office and to bring it back for review at a Staff Meeting. Stevens, Workman, Hudkins and Heier voted aye. Motion carried.

B) County-Wide Emergency Communications

Ahlberg offered to meet with rural fire chiefs and the presidents of the rural fire district boards (rural fire districts that service Lancaster County) to discuss emergency communication system needs and concerns. He asked that a member of the Board monitor the discussion.

7 EMPLOYEE USE OF YOUTH SERVICES CENTER FITNESS EQUIPMENT - Dennis Banks, Lancaster County Juvenile Detention Center Director; Diane Staab, Deputy County Attorney; Sue Eckley, Workers' Compensation & Risk Management Manager

Dennis Banks, Lancaster County Juvenile Detention Center Director, reviewed a draft policy to allow Juvenile Detention Center employees (county and contractual) to use its fitness center during off hours, on a voluntary basis (Exhibit B). He also circulated a release of claims document that employees using the fitness center will be required to sign.

MOTION: Heier moved and Hudkins seconded approval of the policy.

FRIENDLY AMENDMENT: Hudkins offered a friendly amendment to:

- 1) Expand the definition section to read as follows:
Lancaster County Juvenile Detention Center employees - includes all county and contractual employees, as well as Assessment Center employees, as approved by the director.
- 2) Expand the release of claims to include revocation of privileges if there is an independent security concern.

The maker of the motion agreed to the friendly amendment.

FRIENDLY AMENDMENT: Stevens offered a friendly amendment to include a signature line for the director on the release of claims document.

The maker and seconder of the motion agreed to the friendly amendment.

ON CALL: Stevens, Workman, Hudkins and Heier voted aye. Motion carried.

8 APPRAISER FOR TAX EQUALIZATION AND REVIEW COMMISSIONER (TERC) APPEALS - Norm Agena, County Assessor

Item dropped from the agenda.

9 PENDING AND POTENTIAL LITIGATION - Mike Thew, Chief Deputy County Attorney

MOTION: Hudkins moved and Heier seconded to enter Executive Session at 9:49 a.m. for discussion of pending and potential litigation. Stevens, Workman, Hudkins and Heier voted aye. Motion carried.

Heier exited the meeting at 10:45 a.m.

MOTION: Hudkins moved and Stevens seconded to exit Executive Session at 10:50 a.m. Hudkins, Workman and Stevens voted aye. Heier was absent from voting. Motion carried.

10 ADMINISTRATIVE OFFICER REPORT

A. Lobbyist Contract

The Board scheduled the contract with Kissel/E & S Associates on the November 5, 2002 Board of Commissioners Meeting agenda.

B. Request from Sheryl Schrepf, Juvenile Mental Health Director, for a Salary Increase

Board consensus was to schedule discussion of the salary increase request and Assessment Center and contract concerns with Sheryl Schrepf, Juvenile Mental Health Director, on a Staff Meeting agenda.

C. Staff Meeting on Tuesday, November 12, 2002

The Board will not hold a Staff Meeting on Thursday, November 14, 2002. A Staff Meeting will be held immediately following the Board of Commissioners Meeting on November 12, 2002 instead.

D. Meeting with Representatives of Bryan/LGH Health System

Item covered in Item 9.

E. Health Insurance Portability & Accountability Act (HIPAA) Update

Gwen Thorpe, Deputy Chief Administrative Officer, reported on a survey of departments and discussions with the Douglas County Project Manager.

F. Legislative Meeting with Representatives of the City, University of Nebraska at Lincoln (UNL), Lincoln Public Schools (LPS) and Lower Platte South Natural Resources District (NRD) (Wednesday, November 6, 2002 at 1 p.m. in the Mayor's Conference Room)

Eagan said he plans to attend the meeting and said Board members are also welcome to attend.

11 ADJOURNMENT

MOTION: Hudkins moved and Stevens seconded to adjourn the meeting at 11:12 a.m. Stevens, Workman and Hudkins voted aye. Heier was absent from voting. Motion carried.

Bruce Medcalf
County Clerk